To: All Rental Housing Tax Credit Recipients   **Notice:**   MFD-08-01
From: IHCDA Multi Family Department
Date:
Re: **2007 Online Reporting Website**

The online reporting website is up and running for the 2007 reporting year. There are two options available for inputting data. Data can be entered into to Excel Consolidated Annual Beneficiary Report spreadsheet located at http://ihcda.in.gov/developers_reporting.aspx and uploaded directly into the system, or you may choose to enter data directly into the system.

There are two different types of Consolidated Annual Beneficiary Reports, one for RHTC Only Properties and one for RHTC/HOME Combo properties. Please be sure to use the report that corresponds to the funding type of your property.

To begin using the website you will need to register a username and password through www.ihcdaonline.com. Once you have been approved for the developments requested, you will receive an e-mail stating you have been approved. However, please keep in mind during the registration process that if the company you work with is not listed as being associated with a development you are requesting access to; IHCDA must have a letter of approval from the property owner allowing the access to the development. ***If you previously has a username and password under WCMS, the new Online Reporting System has been created to recognize this information.

2007 Fee Schedule:

Online Submission - $22.00 per unit, $180.00 minimum fee, $6,000.00 maximum fee.

Paper Submission - $27.00 per unit, $230.00 minimum fee, $7,000.00 maximum fee.